990

National Endowment for the Humanities

Division of Fellowships and Seminars

Guidelines and Application Form for PARTICIPANTS

Application Deadline: **March 1, 1990**

1990 SUMMER SEMINARS

for School Teachers

NF 3.13/3-2:

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Summer Seminars for School Teachers
Division of Fellowships and Seminars
National Endowment for the Humanities
1100 Pennsylvania Ave., N.W.
Washington, D.C. 20506

OMB No. 3136-0097
Expires: 3/31/90

Please indicate below the seminar to which you intend to apply.

_____ _____

Director Seminar

If you are not selected as a participant in this seminar but are named an alternate (see p. 6), would you like to be considered for participation in another seminar on a related subject? ☐ Yes ☐ No.

on an unrelated subject? ☐ Yes ☐ No.

Alternate Seminar Titles (optional):

Name _____

Street _____

City, State, Zip _____

OMB No. 3136-0097
Expires: 3/31/90

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THE NATIONAL ENDOWMENT FOR THE HUMANITIES

The National Endowment for the Humanities is an independent grant-making agency established by Congress in 1965 to support research, education, and public projects in the humanities.

The Endowment supports work in the humanities through programs administered by five divisions—Education Programs, Fellowships and Seminars, General Programs, Research Programs, and State Programs—and by two offices, the Office of Challenge Grants and the Office of Preservation.

THE HUMANITIES

In the act that established the National Endowment for the Humanities, the term *humanities* includes, but is not limited to, the study of the following disciplines: history; philosophy; languages; linguistics; literature; archaeology; jurisprudence; the history, theory, and criticism of the arts; ethics; comparative religion; and those aspects of the social sciences that employ historical or philosophical approaches.

Work in the creative or performing arts—such as writing of fiction or poetry, painting, sculpting, composing or performing music, acting, directing, and dance—is not eligible for support by the National Endowment for the Humanities. Persons interested in support in these areas should call or write the National Endowment for the Arts. Critical, historical, and theoretical studies of the arts, however, are eligible for support from the National Endowment for the Humanities.

Projects in the social and natural sciences that are historical or philosophical in approach, or that attempt to cast light on questions of interpretation or criticism traditionally in the humanities, are eligible.

1990 SUMMER SEMINARS FOR SCHOOL TEACHERS

General Information

Please read the following material carefully before completing the application. Applicants should *write* to the directors of the seminars in which they are interested for more detailed information so that they can better determine the one seminar to which they want to apply.

A complete list of 1990 Summer Seminars for School teachers is available from The Division of Fellowships and Seminars and can be obtained by writing:

The National Endowment for the Humanities
Division of Fellowships and Seminars
Summer Seminars for School Teachers
Room 316-SSST
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Purpose and History of the Program

At the core of the Summer Seminars for School Teachers Program is the belief that the significant texts of civilization form the foundation of learning in the humanities. Knowledge of these texts constitutes both the starting point and the focus of educational inquiry.

Summer Seminars for School Teachers are offered by the National Endowment for the Humanities to provide teachers a unique opportunity for advanced study of significant texts. For four, five, or six weeks during the summer, depending on the seminar, the fifteen teachers selected to participate in each seminar will work under the direction of an accomplished teacher and active scholar, studying seminal works in the humanities systematically and thoroughly. Through reading, writing, reflection, and frequent formal and informal discussions with the seminar director and other teachers from across the country, seminar participants will have an opportunity to deepen their knowledge and enhance their ability to impart to their students an understanding of the humanities.

The seminars are especially designed for this program and are not intended to duplicate courses normally offered by graduate departments. Although graduate credit will not be given, on completion of the seminar each participant will receive a certificate and a statement from the director specifying the seminar's equivalency to graduate course credit. Each seminar emphasizes the intensive study of seminal works. There will be a wide choice of texts and areas covered, from ancient to modern civilization. The topics are designed for teachers whose specific field is covered by a seminar and for teachers in many fields. All seminars will have a substantive

focus. Although ways of teaching the material studied in the seminar may be discussed from time to time, the planning of curricula and other pedagogical concerns are not central to the purpose of the program.

Eligibility Requirements

While seminars are designed primarily for full-time or regular part-time teachers at public, private, or parochial schools, grades 7 through 12, other school personnel, K-12, are also eligible to apply. Applicants must complete all required forms and provide all other requested information to be considered eligible. **An individual may apply only to ONE seminar in any one year; those found to have applied to more than ONE will be declared ineligible for a place in a seminar.**

Applicants must be U.S. citizens, native residents of U.S. territorial possessions, or foreign nationals who have been residing in the United States or its territories for at least three years immediately preceding the application deadline. Only teachers at schools in the United States or its territorial possessions or Americans teaching in foreign schools where at least 50 percent of the students are American nationals are eligible for this program.

Past participants in NEH Summer Seminars for School Teachers must wait three years before reapplying to the program. Those who participated in seminars in 1987 or earlier are eligible to apply for 1990, but those who attended one of the seminars in 1988 or 1989 are not eligible. Participation in *other* NEH funded programs for teachers, such as summer institutes supported by the Division of Education Programs, does *not* affect eligibility for participation in Summer Seminars for School Teachers. Other things being equal, preference will be given to new program participants. Applicants must not apply to directors whose seminars they have participated in previously or with whom they have previously studied.

Stipend and Tenure

The seminars will be four, five, or six weeks in length. Teachers selected to participate in the program will receive a stipend of $2,000, $2,375, or $2,750, depending on the length of the seminar. Stipends are intended to cover travel expenses to and from the seminar location, books and other research expenses, and living expenses for the tenure of the seminar, however, no adjustments are permitted in cases where the stipends are insufficient to cover all expenses.

Participants are required to attend all seminar sessions and to engage fully in the work of the seminar. During the tenure of the seminar, they may not undertake teaching assignments or any other professional activities unrelated to their participation in the seminar.

Tax Status of Awards

The Tax Reform Act of 1986 governs taxation of seminar participant stipends. Seminar participants should become familiar with the tax laws to determine the tax status of their stipends. Participants may find it helpful to consult Internal Revenue Service Publication No. 520, "Tax Information for American Scholars in the U.S. and Abroad," which should be available at IRS district offices. The IRS and the courts determine whether or not a particular award is taxable and to what extent. Therefore, any questions regarding income tax matters should be addressed to the IRS.

Housing

General housing information will be provided by the seminar director during the application period. The seminar director will provide more detailed information on available housing at the time of selection.

Selection Criteria

Seminar directors are advised by a two-member selection committee composed of a school teacher, usually a local past participant in the program, and a teaching colleague, usually from the director's home institution. Together with the director, the committee reads and evaluates all properly completed applications to recommend the most promising seminar applicants. Applications from public, private, and parochial schools receive equal consideration.

The most important criterion in the selection of seminar participants is individual excellence. Individual excellence is a complex function of several factors, each of which should be addressed in the application. These factors include quality and commitment as a teacher; academic interests, both

generally and as they relate specifically to the work of the seminar; specific personal and professional interests in the seminar texts; the special perspectives, skills, experience, or other resources from which an applicant would be able to draw in contributing to the work of the seminar; and the degree of commitment to participating in both the formal and the informal collegial life of the seminar.

When choices must be made among equally qualified candidates, several additional factors are considered. Preference is given to applicants who have at least three years of experience, who are new to the program, or who significantly contribute to the diversity of the seminar.

Participants' Reports

Six months after the close of the seminar, all participants will be asked to submit reports in which they review their work during the summer and assess its value to their personal and professional development. Special forms for these reports will be sent to participants at the appropriate time by the Endowment.

APPLICATION INSTRUCTIONS

Before completing an application, prospective applicants should *write* to the seminar director for detailed information about the requirements and subject matter of the seminar; its academic setting; and the specific provisions for lodging, sustenance, and extracurricular activities. Applicants who do not have this information will be at a disadvantage in the competition for seminar membership.

Before applying to *one* and only *one* seminar, applicants should review the following information and instructions carefully.

The Application

The following items must be submitted for an application to be considered complete:

1. the enclosed application cover sheet, original and two copies;

2. the enclosed professional history form, original and two copies;

3. an appended description of objectives as outlined below, original and two copies;

4. the enclosed 5" x 8" data card;

5. the enclosed 3 1/2" x 5 1/2" acknowledgment postcard; and

6. two letters of recommendation submitted separately by the referees on the enclosed forms.

All materials should be sent to the seminar director at the address listed on the program poster. Sending application materials and reference letters to the Endowment will result in delay.

Professional History Form and Description of Objectives

To be considered eligible for review, an application must include the professional history form with both sides completed and an essay describing the applicant's objectives in applying to the seminar. Close attention should be given to the preparation of the description of objectives because the description will be considered carefully by the seminar director and the committee as they make their selections. This essay should include any relevant personal and academic information. The essay should address reasons for applying to the seminar; the applicant's interest, both academic and personal, in the subject of the seminar; qualifications to do the work of the seminar and to make a contribution to it; what the applicant wants to accomplish in the seminar; and the relation of the seminar to the applicant's professional responsibilities. The descriptive material provided by the director about the seminar is important and should be read carefully because the director may request that particular information be given in the description of objectives. The essay should be about three double-spaced pages.

When listing other grants or awards on the professional history form, applicants should indicate whether such awards are local, regional, or national and give the grant amount, length of time, and a brief indication of what the grant or award was for. Directors and members of the selection committee may be unfamiliar with some fellowships or awards.

Application Cover Sheet

The instructions for completing the application cover sheet form are on the pages that immediately precede the cover sheet. The instructions for each question should be reviewed thoroughly and answered by printing the reply or by checking the appropriate box. Items that pertain to all summer seminar applicants have already been filled in and need no further response. Applicants should verify all answers to be sure that they are correct and complete. Applicants must complete all designated boxes, and the cover sheet must be signed.

Reference Letters

Applicants are responsible for completing the top part of the reference letter form and sending the form to each referee. Referees should also be provided with a copy of the short seminar description that appears in these guidelines and with the essay that an applicant includes in the application.

Referees should be thoroughly familiar with the applicant's accomplishments, ability and interest in teaching, and ability to contribute to and benefit from the seminar; and they should specifically address these issues in their recommendation. A careful choice of referees is important. Colleagues, department chairmen, principals, and former teachers and students are usually those who can best discuss the applicant's capabilities and accomplishments. Directors are influenced more by what the referee says about the applicant than by the title or rank of the referee. The formulaic prose of official job performance evaluations should be avoided. If the applicant is a past program participant, a letter from the previous seminar director would normally be expected. Applicants should not have more than two letters of recommendation submitted in support of an application.

Data Card

The 5" x 8" data card should be completely filled out and sent to the seminar director as part of the application package.

Acknowledgment Postcard

Applicants must complete the front side of the acknowledgment postcard. This card will be returned in order to acknowledge receipt of the application.

Business Reply Postcard

The applicant should fill out the business reply postcard located inside the front cover of this booklet and return it to NEH as soon as the seminar to which application will be made has been selected. **This is the only item that should be mailed to NEH.** All other material should be mailed directly to the seminar director. The business reply postcard is not binding. Applicants need not notify NEH if they decide to apply to a different seminar. The postcard simply indicates an intention to apply to a particular seminar and whether the applicant is willing to be placed in another seminar in the event that some seminars are oversubscribed by qualified applicants.

Directors are instructed to designate some applicants as alternates to fill any positions vacated by individuals who must cancel their plans to attend a seminar. Only individuals designated as alternates will be offered a place in a seminar should cancellations occur.

Submission of Application and Notification Procedure

Applications should be submitted directly to the seminar director and should be postmarked no later than March 1, 1990. A complete application consists of the items identified on page 5 of this booklet. Application materials should not be sent to NEH.

Between April 8 and April 15, directors will notify all applicants regarding the action taken on their applications. Those selected for seminar membership will have *three* days from the date of their receiving notice to accept or decline. Applicants who will not be home during the notification period are advised to write the seminar director and supply an address and phone number where they can be reached. **Neither the director nor NEH staff will be able to supply applicants with any information concerning the status of applications prior to the official notification period.**

National Endowment for the Humanities

Washington, D.C.

The following pages include:

—Instructions for Completing the Application Cover Sheet
—The Application Cover Sheet
—Field of Project Categories and Codes

Please read the instructions before completing applicable questions. Please print or type.

Purpose: The National Endowment for the Humanities uses a single cover sheet for all of its programs. This cover sheet gathers information that is necessary in one of two ways:

(1) The information is necessary for efficient consideration of the application during the review process and in the administration of the grant if an award is made.

(2) The information is *required of the Endowment* in various reports to Congress, other federal agencies, and the public. The Endowment must provide reports that involve statistical information or descriptions that can be obtained quickly from the cover sheet. Information is recorded in a computer, which stores the data for subsequent compilation and reporting.

Please read the instructions for each question carefully. Answer each question by typing or printing your reply. Please verify your answers to be certain that they are correct and complete.

You will find it helpful to complete the cover sheet last, after all other parts of the application have been prepared.

Privacy Act: The following notice is furnished in compliance with the Privacy Act of 1974:

The information is solicited under the authority of the National Foundation on the Arts and Humanities Act of 1965, as amended, 20 U.S.C. 956. This information is needed to process the grant application and for statistical research and analysis of trends. The routine uses which may be made of this information are: general administration of the grant review process; statistical summaries; congressional oversight; and analysis of trends. Failure to provide any of the requested information will result in the delay or rejection of the application.

INSTRUCTIONS FOR THE NEH APPLICATION COVER SHEET

The Office of Management and Budget requires federal agencies to supply information on the time needed to complete forms and also to invite comments on the paperwork burden. NEH estimates the average time to complete this application is 8 hours. This estimate includes the time for reviewing instructions; researching, gathering, and maintaining the information needed; and completing and reviewing the application. Please send any comments regarding the estimated completion time or any other aspect of this application, including suggestions for reducing the time to complete, to the Assistant Chairman for Operations, National Endowment for the Humanities, Washington, D.C. 20506; and to the Office of Management and Budget, Paperwork Reduction Project (3136-0097), Washington, D.C. 20503.

Block 1—Individual Applicant

Item a. Give your name and home mailing address. All subsequent correspondence from the director will be sent to this address.

Item b. In the space provided, enter the number corresponding to the applicant's preferred form of address:

1--Mr.	2--Mrs.	3--Miss
4--Ms.	5--Professor	6--Dr.

Item c. Enter your social security number and date of birth.

Item d. Enter your full telephone number with area code and extension. Whenever possible, one of the telephone numbers listed should be a number at which a message can be left.

Item e. Use the fields listed on the back of the cover sheet form as a guide, giving the name and also putting the code number in the box. If the field of your specialty is not listed, indicate the general discipline in which it falls or the closest major field.

Item f. Applicants must be U.S. citizens, native residents of U.S. territorial possessions, or foreign nationals who have been residing in the United States or its territories for at least three years immediately preceding the application deadline. If you are a foreign national, specify the month and year in which you came most recently to reside in the United States.

Blocks 2 through 4. Prechecked

Block 5—Requested Grant Period

Enter the beginning and ending dates of the seminar to which you are applying.

Block 6—Stipend Amount

Check appropriate box.

Block 7—Field of Seminar

Fill in the field of study of the seminar and its code using the list provided on the back of the cover sheet, for example, American History—A3.

Block 8—Descriptive Title of Seminar

Cive the title of the seminar to which you are applying.

Block 9—Abstract of Narrative Statement of Objectives

Write an abstract (no more than 150 words) of the statement of your objectives, that is, of your three-page essay. The more detailed narrative description of objectives should be attached to the professional history form.

Block 10—Not Applicable

Block 11—School Affiliation

Item a. Give name and complete address of your school.

Items b, c, and d. Not applicable

Block 12—Certification

Applicants to an Endowment-funded summer seminar are required to certify that they are not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in this program by another federal department or agency. By signing and submitting this application, the applicant provides this certification. Please refer to the "certification" and accompanying instructions in the appendix to these application guidelines.

Block 13—Applicant Status

Check appropriate boxes under "a", "b", and "c".

NEH APPLICATION COVER SHEET

Expires: 3/31/90

1. Individual applicant

a. Name and mailing address

Name _____ (last) (first) (initial)

Address _____

_____ (city) (state) (zip code)

b. Form of address: ☐

c. Social Security # _____ Date of birth _____ (mo. day yr.)

d. Telephone number
Office: ___ / ___ (area code) Home: ___ / ___ (area code)

e. Major field of applicant _____ ☐ (code)

f. Citizenship ☐ U.S.
☐ Other _____ (specify)

2. Type of applicant

a. ☒ by an individual b. ☐ through an org./institute
If a, indicate an institutional affiliation, if applicable, on line 11a.
If b, complete block 11 below and indicate here:
c. Type
d. Status

3. Type of application

a. ☒ new c. ☐ renewal
b. ☐ revision and resubmission d. ☐ supplement
If either c or d, indicate previous grant number:

4. Program to which application is being made
Summer Seminars for School Teachers 6314

Endowment Initiatives: _____ (code)

5. Requested grant period

From: _____ (month year) To: _____ (month year)

6. Stipend Amount

☐ $2,000 (4 weeks)
☐ $2,375 (5 weeks)
☐ $2,750 (6 weeks)

7. Field of seminar ☐

8. Descriptive title of seminar

9. Abstract of narrative statement of objectives (do not exceed space provided)

10. Will this proposal be submitted to another government agency or private entity for funding?
(if yes, indicate where and when): Not applicable

11. Institutional data

a. Institution or organization:

_____ (name)

_____ (city) (state) (zip)

b. Employer identification number ___ Not applicable

c. Name of authorizing official: Not applicable

_____ (last) (first) (initial)

_____ (title)

d. Name and mailing address of institutional grant administrator:
Not applicable

(last) (first) (initial)

_____

_____

_____ (city) (state) (zip code)

Telephone: ___ (area code) Form of address ☐

12. Certification

By signing and submitting this application, the applicant is providing the certification regarding debarment and suspension as set forth in the appendix to these application guidelines.

_____ (signature) _____ (date)

Note: Federal law provides criminal penalties of up to $10,000 or imprisonment of up to five years, or both, for knowingly providing false information to an agency of the U.S. government. 18 U.S.C. Section 1001.

13. Applicant Status

a. ☐ elementary (K-6) ☐ secondary (7-12)
b. ☐ teacher ☐ administrator ☐ other _____
c. ☐ public ☐ private ☐ parochial

For NEH use only (Seminar ID # _____)
Date received
Application #
Initials

Field of Project Categories and Codes

The following categories and codes should be used to complete blocks 1d and 7 of the NEH Application Cover Sheet. If the specific field of your project is not included in this listing, select the appropriate major field. (This listing is strictly for use by NEH staff to help retrieve information requested on grants and applications in specific disciplines of the humanities. The listing is not intended to be comprehensive, nor does it represent preferred funding categories. The "hierarchical" arrangement is for convenience.)

Anthropology L1
Archaeology U6

Archival Management/Conservation I1

Arts, History and Criticism MA
Architecture: History & Criticism U3
Art: History and Criticism M1
Dance: History & Criticism M3
Film: History & Criticism M4
Music: History & Criticism M5
Theater: History & Criticism M2

Communications P2
Composition & Rhetoric P1
Journalism P4
Media P3

Education H1

Ethnic Studies K1
Asian American K5
Black/Afro-American K4
Hispanic American K3
Jewish K6
Native American K2

History A1
African A2
American A3
Ancient AC
British A4
Classical A5
European A6
Far Eastern A7
Latin American A8
Near Eastern A9
Russian AA
South Asian AB

Humanities U8

Interdisciplinary U1
African Studies GI
American Studies G3
Area Studies GH
Asian Studies G5
Classics G7
Folklore/Folklife R1
History/Philosophy of Science, Technology or Medicine GA
International Studies GG
Labor Studies G4
Latin American Studies GJ
Medieval Studies G8
Regional Studies GF
Renaissance Studies G9
Rural Studies GC
Urban Studies G2
Western Civilization GB
Women's Studies G1

Languages C1
Ancient CC
Asian CA
Classical C2
Comparative C9
English CE
French C3
German C4
Italian C5
Latin American C6
Near Eastern CB
Slavic C7
Spanish C8

Law/Jurisprudence Q1

Library Science H3

Linguistics J1

Literature D1
African DK
American DE
Ancient DC
Asian DA
British DD
Classical D2
Comparative D9
French D3
German D4
Latin American D6
Literary Criticism DI
Near Eastern DB
Slavic D7
Spanish D8

Museum Studies/Historic Preservation L2

Philosophy B1
Aesthetics B2
Epistemology B3
Ethics B4
History of Philosophy B5
Logic B6
Metaphysics B7
Non-Western Philosophy B8

Religion E1
Comparative Religion E5
History of Religion E2
Non-Western Religion E4
Philosophy of Religion E3

Social Science U2
American Government F2
Economics N1
Geography U7
International Relations F3
Political Science F1
Psychology U5
Public Administration F4
Sociology S1

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NEH National Endowment for the Humanities

Summer Seminars for School Teachers

PROFESSIONAL HISTORY

Name & Mailing Address:

School (Name & Address)

Public
Private
Other (specify)_____

Subject(s)_____

Department_____ (If applicable)

Grade(s)_____

How long have you been teaching?

Full-time years: _____

Part-time years: _____

Number of hours taught per week during the 1989–90 academic year:

_____

Number of different students taught during the 1989–90 academic year:

_____

Degree(s)	College in which degree was awarded	Major field of study	Date of degree
AA/AS			
BA/BS			
MA/MS			
Other (specify)			

If you have begun work on a degree, but have not yet completed it, specify degree and anticipated completion date:

_____

Since your undergraduate degree, have you taken any courses in the field of the seminar?

☐ No ☐ Yes (specify)

Schools in which you have taught | Subject | Da

Other Employment | Position | Dat

List all of the different subjects you have taught in the last two years.

1. _____ 5. _____

2. _____ 6. _____

3. _____ 7. _____

4. _____ 8. _____

How many full-time members in your department? (if applicable)

Have you had sabbatical leave or other forms of released time?
Specify when, where, and for what purpose.

Mention any special academic awards you have won, including membership in previous summer semin
secondary school teachers.

Mention any other relevant professional activities.

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NEH

National Endowment for the Humanities

Division of Fellowships and Seminars

SUMMER SEMINARS FOR SCHOOL TEACHERS

REFERENCE LETTER

(Please send this form directly to the seminar director at the address indicated below.)

TO BE COMPLETED BY THE APPLICANT

Applicant's Name:
Department:
Institution:
City and State:

Seminar Director:
(Address):

FOR USE OF REFEREE: (Please see back of page for guidelines.)

Signature of Referee _____ **Date** _____

Name and Title of Referee _____ Tel. no. _____

Department (or Position) _____

Institution (or Employer) _____

The individual named on the front of this form is being considered for a stipend in the National Endowment for the Humanities' Summer Seminars for School Teachers Program. The purpose of the program is to provide teachers an opportunity for advanced study. For four, five, or six weeks during the summer, depending on the seminar, those selected to participate in the program will work under the direction of a distinguished teacher and active scholar in an area of mutual interest. They will study seminal works in the humanities, exploring them in a systematic and thorough way. Through reading, writing, reflection, and frequent formal and informal discussions with the seminar director and other teachers from across the country, seminar participants will increase their knowledge and enhance their ability to impart to their students an understanding of the humanities.

Because reference letters play a large part in the selection of seminar participants, you are urged to provide specific and detailed information about the applicant's ability. The formulaic prose of official job performance evaluations should be avoided. Please comment on the applicant's training and experience, professional commitment, and competence to contribute to and benefit from the seminar. If you are able to comment on the contribution the applicant can be expected to make to the quality of education at his or her own school as a result of participating in this summer seminar, such comments would be appreciated. Subject to applicable laws, your letter will be held in confidence.

Note: Please send this letter directly to the seminar director at the address indicated.

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REFERENCE LETTER

(Please send this form directly to the seminar director at the address indicated below.)

TO BE COMPLETED BY THE APPLICANT

Applicant's Name:
Department:
Institution:
City and State:

Seminar Director:
(Address):

FOR USE OF REFEREE: (Please see back of page for guidelines.)

Signature of Referee _____ Date _____

Name and Title of Referee _____ Tel. no. _____

Department (or Position) _____

Institution (or Employer) _____

The individual named on the front of this form is being considered for a stipend in the National Endowment for the Humanities' Summer Seminars for School Teachers Program. The purpose of the program is to provide teachers an opportunity for advanced study. For four, five, or six weeks during the summer, depending on the seminar, those selected to participate in the program will work under the direction of a distinguished teacher and active scholar in an area of mutual interest. They will study seminal works in the humanities, exploring them in a systematic and thorough way. Through reading, writing, reflection, and frequent formal and informal discussions with the seminar director and other teachers from across the country, seminar participants will increase their knowledge and enhance their ability to impart to their students an understanding of the humanities.

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Note: Please send this letter directly to the seminar director at the address indicated.

SPECIAL INITIATIVES

A special initiative is an undertaking by the Endowment to encourage proposals in all grant-making categories for projects relating to a specific subject or event. Proposals are currently solicited for the following initiatives:

The Foundations of American Society

Within its existing programs, the Endowment continues to encourage study, research, and discussion about the history, culture, and principles of the American founding, an emphasis that began with the NEH initiative on the bicentennial of the U.S. Constitution. Proposals may deal directly with the events and achievements of the founding, including the ratification of the new Constitution, the establishment of the federal government, and the works of philosophy, politics, literature, and art that were produced during this founding period. They may also treat later events, achievements, and works that have resulted or developed from the founding or that reflect or respond to its concerns and principles.

The Columbian Quincentenary

As part of the international observance of the 500th anniversary of Christopher Columbus's voyage of discovery to the New World, NEH invites proposals for original scholarship on related topics and for the dissemination of both new and existing scholarship. Topics may include the expansion of European civilization and the establishment of new societies and new forms of cultural expression through encounters among native American, European, and African peoples. Proposals may also explore the ideas—political, religious, philosophical, scientific, technological, and aesthetic—that shaped the processes of exploration, settlement, and cultural conflict and transformation set into motion by Columbus's momentous voyage.

Information on these programs is available from:

Office of Publications and Public Affairs
Room 406
National Endowment for the Humanities
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
Telephone: 202/786-0438
Telecommunications Device for the Deaf:
202/786-0282

APPENDIX

Certification

1. All applicants to an Endowment-funded summer seminar are required to certify that they are not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in this program by another federal department or agency. By signing and submitting this application, the applicant provides the certification set out below.

2. The certification is a material representation of fact on which reliance will be placed when a funding decision is made. If it is later determined that the applicant knowingly provided an erroneous certification, in addition to other remedies available to the federal government, the National Endowment for the Humanities may pursue available remedies, including suspension and/or debarment.

Explanations of Terms in the Certification

Debarment: An action taken by a debarring official in accordance with 45 CFR Part 1169 to exclude a person from participating in covered transactions. A person so excluded is "debarred."

Ineligible: Excluded from participation in federal programs pursuant to a determination of ineligibility under statutory authority other than Executive Order 12549 and the Endowment's implementing regulations.

Lower Tier Covered Transaction: Receiving Endowment funds to participate in a summer seminar would be a lower tier covered transaction.

Principal: This term applies only to organizations that make application to federally funded programs. It does not apply to individuals.

Suspension: An action taken by a suspending official in accordance with 45 CFR Part 1169 that immediately excludes a person from participating in a covered transaction for a temporary period, pending completion of an investigation. A person so excluded is "suspended."

Voluntary Exclusion or Voluntarily Excluded: The status of nonparticipation or limited participation in a covered transaction assumed by a person pursuant to the terms of a settlement.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant (applicant) certifies by submission of this proposal that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Equal Opportunity

The National Endowment for the Humanities is responsible for ensuring compliance with and enforcement of laws prohibiting discrimination because of race, color, national origin, sex, handicap, and age in programs and activities receiving federal assistance. Endowment grant recipients are responsible for complying with these laws. For additional information concerning these obligations, or if you believe that you have been discriminated against in any program, activity, or facility receiving federal assistance from the Endowment, please write immediately to the director, Office of Equal Opportunity, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506.

Note: If a proposed project relates to American Indians, Aleuts, Eskimos, or native Hawaiian people and artifacts, an applicant should obtain from the Endowment a copy of its Code of Ethics concerning native Americans. The code establishes certain standards of conduct in research, publication, and public programs involving native American peoples.

F90-2

OMB No. 3136-0097
Expires: 3/31/90

NEH SUMMER SEMINARS FOR SCHOOL TEACHERS

FY 1990 **Please Print or Type Data Card**

Director's Use Only

APPLICANT'S NAME (Last name, first name, initial)

SCHOOL AFFILIATION

Dept.: _____

Institution: _____

City/State/ZipCode _____

Type: ☐ Public ☐ Private ☐ Parochial

HOME ADDRESS

Street _____

City/State/Zip _____

TELEPHONE NUMBERS (with area codes)

Office _____

Home _____

REFERENCES (Names Only). Please give two.

1. _____

2. _____

NEH SUMMER SEMINAR TITLE

Seminar Director

Seminar Institution

Past participant in an NEH Summer Seminar for Secondary School Teachers?

_____ _____

year *seminar*

ACKNOWLEDGMENT CARD

_____

Name

_____

Street Address

_____

City/State/Zip Code

Your application has been received and is being processed for review. We will contact you if more information is necessary.

Date

Director's Name

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DIVISION OF FELLOWSHIPS AND SEMINARS
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